

**Alexandria Township
Land Use Board
Meeting Minutes April 16, 2020**

Chair Phil Rochelle called the regular scheduled meeting of the Alexandria Township Land Use Board to Order at 7:32pm. The meeting was duly noticed.

MEMBERS PRESENT: Chair Rochelle, Papazian, Fritsche, Freedman, Canavan, Tucker, Deputy Mayor Kiernan, Giannone, Pauch (7:53pm), Kimsey and Hahola

MEMBERS ABSENT: Committeeman Pfefferle

OTHERS PRESENT: Kara Kaczynski – Attorney, Tom Decker - Engineer, David Banisch - Planner, Jay Thatcher – Bennett-Bush Attorney, Greg and Eugene Crance Delaware River Tubing, Guy De Sapio – Delaware River Tubing Attorney, and Guliet Hirsch – Schapiro Attorney

Approval of the January 16, 2020 Reorganizational and Regular Meeting Minutes

A motion to approve the minutes of the January 16, 2020 Reorganizational and Regular Meeting was made by **Kimsey** and seconded by **Canavan**. **Vote: Ayes: Chair Rochelle, Papazian, Fritsche, Freedman, Canavan, Giannone, and Kimsey. Abstain: Tucker, Deputy Mayor Kiernan, Hahola. No Nays. Motion Carried.**

New and Pending Matters

- De Sapio Properties #6 Inc and Delaware River Tubing Inc – Amended Site Plan– Completeness
Block 17.01 Lots 12
776 Milford-Frenchtown Road

Gaetano De Sapio, applicant attorney, and two representatives were on the phone, the applicant Greg and Eugene Crance, as well as Jay Troutman the traffic consultant. De Sapio referred to the letter dated March 18, 2020 from **Decker**, Board Engineer.

In response to our January 16, 2020 completeness review letter and subsequent completeness hearing at the January Land Use meeting, the applicant has submitted the following documentation as received by the Township on March 9, 2020:

1. Letter dated January 2, 2020 from Gaetano M. DeSapio
2. Plan titled “Amended Preliminary & Final Major Site Plan for DeSapio Properties # Six, Inc.”, consisting of eight (8) sheets as prepared by Biggs Engineering Associates, P.A. dated May 11, 2016, last revised March 6, 2020.
3. Boundary Survey of Block 17.01, Lot 12, Alexandria Township, Hunterdon County, New Jersey, prepared by George A. Sniffin, PLS, dated May 19, 2016. (Unsigned)
4. Plan titled “Planting Plan Prepared for DeSapio Properties”, consisting of two (2) sheets as prepared by Bosenberg Landscape Architecture dated March 2, 2020.

5. Report titled "Stormwater Management Calculations for DeSapio Properties #6, LLC" prepared by Biggs Engineering Associates, PA, dated March 8, 2020.
6. Waiver Requests for DeSapio Properties #6, LLC, prepared by Biggs Engineering Associates, PA, dated March 8, 2020.
7. Cover Letter prepared by Gaetano M. DeSapio, dated March 9, 2020.
8. Item E-4 of the Site Plan Application.
9. Letter regarding the Traffic Report prepared by McDonough & Rea Associates, Inc. dated March 6, 2020.
10. Application for Soil Erosion and Sediment Control Plan Certification.

Decker recommended that the application be deemed complete with the following three waivers:

Completeness Review:

Submitted documentation satisfies most of the items identified in our January 16, 2020 completeness review with the exception of three items. The applicant requests waivers from the following

- Submission of a signed and sealed boundary survey. An unsigned copy of the plan titled "Boundary Survey of Block 17.01, Lot 12" as prepared by George A. Sniffin, PLS, dated May 19, 2016 has been submitted. Applicant requests a waiver from providing a signed and sealed copy since the surveyor is no longer in business.

Decker advised this would be okay as the surveyor has retired and they have a copy of the plans.

- Mapping of steep slopes. Applicant's engineer indicates that there are no steep slopes in the area of the proposed parking lot expansion and requests a waiver for completeness purposes.

Decker advised that there were no deep slopes that they are aware of.

- Mapping of existing trees having a caliper of 6" or greater. Applicant's engineer indicates that there are no existing trees over 6" in the area of the parking expansion and requests a waiver for completeness purposes.

Decker advised there were not any trees 6' in greater that would be impacted.

Freedman asked about the old traffic assessment is okay. **Decker** advised yes for completeness purposes and will be reviewed later on in the public hearing. There were no further comments from the Board.

A motion to deem the site plan application complete according to the recommendations and the waivers noted in the Board Engineers letter dated March 18th was made by **Fritsche** and seconded by **Kimsey**. **Vote: Ayes: Chair Rochelle, Papazian, Fritsche, Freedman, Canavan, Tucker, Deputy Mayor Kiernan, Giannone, Kimsey and Hahola. No Nays. Motion Carried.**

- Bush-Bennett – Use Variance - Completeness Review
Block 7 Lot 15
536 Woolf Road

At 7:48pm, Deputy Mayor Kiernan recused himself due to the use variance and he is an owner within 200' of the property. Jay Thatcher, attorney for the applicant, introduced himself and referred to the review letter written by the Board Engineer. He indicated that there were more items that were not on the plan, he advised that for completeness purposes the engineer advised the application can be deemed complete. **Decker** advised this application is a use variance for two existing home dwellings on a single lot, not looking for anything to be constructed but for relief for the current existing conditions and referred to his letter dated March 20, 2020:

We are in receipt of the referenced application as submitted by John W. Thatcher, Esq. on behalf of the Estate of Edward Bush and the Executrix, Tammy L. Bush-Bennett, for the property located at Block 7, Lot 15 having an address of 536 Woolf Road. The Use Variance application is for the presence of two (2) existing detached dwellings on a single lot.

Documentation submitted by the applicant consisted of the following:

1. Cover letter by John W. Thatcher, Esq. dated March 9, 2020.
2. Alexandria Township Board of Adjustment Application executed on March 5, 2020.
3. Alexandria Township Board of Adjustment Checklist.
4. Certification from the Tax Collector that taxes are paid through the 1st Quarter of 2020.
5. Alexandria Township 200' Property Owner's List dated February 28, 2020.
6. Plan titled "Minor Subdivision Plan", consisting of one (1) sheet as prepared by Suburban Consulting Engineers, Inc., dated July 7, 2004, last revised November 8, 2005.

Checklist Item	Comment
Board of Adjustment Applications	
3	Building dimensions. <i>Not shown on plan.</i>
4	Location of septic. <i>Not shown on plan.</i>
5	Location of well. <i>Not shown on plan.</i>
6	Locations of all buildings, elevations, contours or other structures. <i>Elevations of the existing buildings are not shown.</i>

Completeness Recommendation:

Given the nature of the application, we have no objection to the granting of waivers for completeness purposes and deeming the application **complete**.

This is a Use Variance application for two existing dwellings on a single improved lot. Since no site improvements are proposed, we defer the variance review to Board Planner David Banisch.

Banisch had no additional comments on completeness. **Kaczynski** had no additional comments on completeness. Rochelle asked the Board for any comments. **Canavan** asked about taxes being paid on both dwellings to date. Thatcher advised that both dwellings are taxed and paid to date.

A motion to deem application complete in accordance with the recommendations and the granting of the waivers noted in the Board Engineers letter dated March 20, 2020 was made by **Papazian** and seconded by **Kimsey**. **Vote: Ayes: Chair Rochelle, Papazian, Fritsche, Freedman, Canavan, Tucker, Giannone, Kimsey and Hahola. No Nays. Motion Carried.**

- Schapiro – Completeness Review
Block 6 Lot 11.13
1 Hilltop Road

Guliet Hirsch-Attorney for applicant, Ken and Lisa Schapiro, advised the board that this is an application for an addition to an existing home which is located in the AR zone. The property is a little over 2 acres in size and located at 1 Hilltop Road. There was one variance identified by the applicants' attorney and the second one was identified by **Decker** with which they agree. The impervious coverage of the lot is limited to 10% and it would need variances to allow it to go up to just over 15%. There would be a second variance to allow a second driveway on this property. She advised of the review letter from the engineer dated April 15th with his recommendation that the application be deemed complete. There are a number of technical comments which their engineer will be able to respond to with revised plans or a response to the review letter. The engineer was not on the phone at the time. They have agreed to the extension of time in the letter by Kaczynski to extend the time for decision through June 30th. They would be amicable to grant further extension in the hopes that perhaps there could be a meeting later in the summer.

Decker advised that as stated in the review letter that he recommends to the Board that the application be deemed complete. **Banisch** commented that he did not see a calculation for building height on the architectural details. He advised the applicant should be ready with that information and they can submit it ahead of time to ensure it complies with building height. Hirsch advised they would take care of that.

We are in receipt of the above referenced application as submitted by Guliet D. Hirsch, Esq. on behalf of Kenneth and Lisa Shapiro, for their property located at Block 6, Lot 11.13 having an address of 1 Hilltop Road. The application is for a bulk variance to exceed the required maximum impervious coverage of 10%.

Documentation submitted by the applicant consisted of the following:

1. Cover letter by Guliet D. Hirsch, Esq. dated March 12, 2020.
2. Alexandria Township Application for Development executed on February 20, 2020.
3. Alexandria Township Development Review Checklist.
4. Executed Escrow Agreement.
5. W-9 Form.
6. Certification from the Tax Collector that taxes are paid through the 4th Quarter of 2020.
7. Approval Resolution for Preliminary Subdivision adopted July 1, 1987.
8. Approval Resolution for Final Subdivision adopted January 7, 1988.
9. Approval Resolution for Amended Preliminary and Final Subdivision adopted January 18, 1996.
10. Plan titled "Plot Plan for Block 6, Lot 11.13, Tax Map Sheet #6, Alexandria Township, Hunterdon County, New Jersey", consisting of one (1) sheet as prepared by The Reynolds Group, Inc. dated March 6, 2020.
11. Plan titled "Addition and Alterations for: Shapiro Residence, 1 Hilltop Road, Block 6, Lot 11.13, Alexandria Twp., NJ", consisting of one (1) sheet as prepared by Cornerstone Architectural Group, LLC dated April 5, 2019.

Completeness Review:

Upon review of the Alexandria Township Board of Adjustment Checklist we find that adequate information has been provided and the application may be deemed compete.

Technical Review:

We have reviewed the submitted documents along with the Township Ordinance and have the following comments:

1. The bulk variance requested is for maximum impervious coverage. Single family detached residential lots in the Agriculture Residential (AR) Zone are permitted a maximum impervious coverage of 10%. The current impervious coverage totals 11.8% and 15.8% is proposed. The requested bulk variance is an expansion on an existing nonconformance.
2. In our review a second variance has been identified. Per Ordinance § 89-4, the maximum number of driveway openings permitted from a residential lot shall be limited to one (1). Therefore, a variance must be obtained for the proposed

second driveway. Public notice should include the additional variance and submission of an additional \$350 escrow posting is required.

3. Applicant shall provide testimony in support of the above required variances.
4. The proposed impervious coverage on the site is proposed to be increased by approximately 0.083 acres. Since this is less than the 0.25 acre threshold, Stormwater Management Rules for water quantity and water quality do not apply.
5. Construction details for the following should be added to the plans in accordance with Alexandria Township Ordinance Chapter 89 Driveways:
 - a. Proposed driveway section
 - b. Depressed curb/driveway apron.
6. The grade proposed on either side of the proposed driveway appears to be greater than 3H:1V. The grading should be revised to a maximum of 3H:1V
7. Per § 89-7.B., single-family residential driveways shall have a minimum width of 12 feet and may taper to a minimum width of 10 feet beyond the right-of-way line. The width of the driveway must be revised to 12 feet from the edge of Hilltop Road to the right-of-way line and then can taper to 10 feet if desired.
8. Existing grades in the area of the proposed driveway near Hilltop Road appear to exceed 10%. Per § 89-14.B., on any driveway where existing lot grades exceed 10%, a profile of the driveway showing existing and proposed center line grades and elevations for its entire length shall be required.
9. Proposed disturbance is in excess of 5,000 sf and requires approval from the Hunterdon County Soil Conservation District.
10. Any approval of the second access should be conditioned upon receiving a driveway permit in accordance with Chapter 89 Driveways.

Chair Rochelle asked if there were any questions from the Board to which there were none.

Kaczynski advised a motion is needed to deem the application complete in accordance with the recommendations of the Board Engineer. There was not any granting of waivers in his letter dated April 15, 2020, however it would be subject to the applicant's submission of details in regards to the existing and proposed building height prior to the meeting that this matter is scheduled for. A motion was made by **Kimsey** and seconded by **Papazian**. **Vote: Ayes: Chair Rochelle, Papazian, Fritsche, Freedman, Canavan, Tucker, Deputy Mayor Kiernan, Giannone, Kimsey and Hahola. Abstain: Pauch. No Nays. Motion Carried.**

Hirsch asked how she could get the submission of the details regarding the height to the board since the building is closed. **Kaczynski** advised they should discuss this matter before they are submitted in case the Board needs extra copies or in case they should need to be submitted electronically.

Approval of Bills

A motion was made to approve the bills for the professionals of the Land Use Board with a correction to the typographical error in the dates that reflected November and December 2020. A motion was made by **Pauch** and seconded by **Tucker**. **Vote: Ayes: Chair Rochelle, Papazian, Fritsche, Freedman, Canavan, Tucker, Deputy Mayor Kiernan, Giannone, Pauch, Kimsey and Hahola. No Nays. Motion Carried.**

Resolution – Annual Professional Resolution

A motion was made to approve the Annual Professional Resolution by **Papazian** and seconded by **Fritsche**. **Vote: Ayes: Chair Rochelle, Papazian, Fritsche, Freedman, Canavan, Tucker, Deputy Mayor Kiernan, Giannone, Pauch, Kimsey and Hahola. No Nays. Motion Carried.**

2019 Annual Report

A motion was made to approve the 2019 Annual Report of the Land Use Board by **Papazian** and seconded by **Fritsche**. **Vote: Ayes: Chair Rochelle, Papazian, Fritsche, Freedman, Canavan, Tucker, Deputy Mayor Kiernan, Giannone, Pauch, Kimsey and Hahola. No Nays. Motion Carried.**

Comments

Comments were raised to discuss the Special Events Ordinance at a later meeting date.

A motion to adjourn was made by **Pauch** and seconded by **Papazian at 8:11pm**. **Vote: Ayes: Chair Rochelle, Papazian, Fritsche, Freedman, Canavan, Tucker, Deputy Mayor Kiernan, Giannone, Pauch, Kimsey and Hahola. No Nays. Motion Carried.**

Leigh Gronau, Board Secretary